

Summary of Actions Taken by the City of Cottonwood Planning and Zoning Commission

Meeting held May 18, 2009 6:00 p.m. at the

City of Cottonwood Council Chambers

826 North Main Street, Cottonwood, Arizona

Commission Members Present: Chairperson Ed Kiyler, Vice Chair Diane Lovett, and members Raymond Cox, Jake Gonzales, Richard Kevin, Darold Smith. Commission Member Pat Dixon was Absent.

Staff Members Present: Community Development Director George Gehlert, Long Range Planner Charlie Scully and Administrative Coordinator Leslie Wager

CONSIDERATION OF MINUTES

The Commission unanimously approved the regular Commission meeting minutes of 4/20/2009 as written.

UNFINISHED BUSINESS

1. **ZO 08-026** Discussion took place on the possible amendments to Section 407. Landscaping Requirements, including revised property development standards for landscaping and an updated plant and tree list to address appropriate low-water use plants for Cottonwood.

The Commission was pleased with Charlie Scully's presentation and the progress made. Chairperson Kiyler noted Scully should take the time needed to get it finalized and feel comfortable with the amendments, Commission agreed.

No action taken at this time

2. Discussion took place regarding Design Review manual/outline As discussed previously, Staff had been directed by the City Council to pursue the development of a Design Policy Manual. Staff is working on codes associated with landscaping and water conservation, sensitive hillsides and wash areas and water utility installations.

George Gehlert presented an outline of basic "preferred" Design Review policies for multi-family, commercial and industrial areas that the Staff would like to establish. Staff will continue to develop these in the months ahead.

No action taken at this time

NEW BUSINESS

1. **DR 09-012** Administrative referral to the Commission regarding changes to sign and colors for Bing's Burgers, to be located at 794 North Main Street. Owner: Judd Wasden

Member Darold Smith excused himself from the discussion due to his friendship with the owner.

The Commission expressed concerns about the color choices of the sign and whether they go along with the theme of Old Town.

Motion: *Approve changes to sign and colors for Bing's Burgers, as presented*

Made by: *Gonzales*
Second: *Cox*
Vote: *Unanimous Approval*

2. **State Trust Annexation** George Gehlert gave a formal update on the process and planning for the proposed State Trust Annexation on SR 89A. There is a lengthy process to follow in order to complete annexation. The zone change and amendment to the General Plan would take twelve to twenty-four months to complete. Kurt Johnson from Coe and Van Loo will be giving a presentation to the P&Z Commission at their hearing on June 15, 2009 re the annexation process and related land use planning.

DISCUSSION ITEMS

1. Discussion of possible future work sessions. George Gehlert has not identified any work sessions. Main focus as of now is the Design Review Manual.
2. Departmental reports- no comments were made nor were any questions asked.

INFORMATIONAL REPORTS AND UPDATES

June 2- City Council will review Zoning Clearance Ordinance
June 9- Council Work Session, Group Home Ordinance
June 11- Joint Session with P&Z and Council

ADJOURNMENT

Chairperson Kiyler adjourned the meeting at 7:28 p.m.